**Mixbook**

**Create your own electronic Scrapbook!**

1. Go to [www.mixbook.com](http://www.mixbook.com).
2. Click “Login” in the upper right.
   1. Block 4A: username = govt4a@gmail.com
   2. Block 3B: username = govt3b@gmail.com
3. The password is “password.”
4. Click the “Create” tab at top.
5. In the “Title” box, type in the topic of your Mixbook.
6. In the “Description” box, type the first and last names of all group members.
7. Leave the “Tags” box empty.
8. Do not select a category from the “Category” pull-down menu.
9. In the “Viewable By” box, select “Only Those Invited.”
10. Do not make a change in the “Invite” box.
11. Click “Create Mixbook.”
12. Select the type of book: “Select Landscape.”
13. Under the yellow “Select Theme” button, click on “I don’t want to choose a theme.”
14. Click on the “Add Photos” button on the left. Although you can add pictures that you have already located and saved, it is easier to use the “Yahoo Images” feature. Click on the “Yahoo” tab at the top, and enter your search terms. Click on the images you would like to use in your Mixbook, and click “Add Photos.” After images appear, exit out of the Add Photos box.
15. In the middle of the screen, to the left of the front cover of your book, click on “Click to Insert Spine Text.” Enter your title, and format the text as you wish.
16. Click “Add blank page” in the lower right -just one time.
17. Select a layout for each page by clicking on the “Layouts” tab in the upper left. When selecting a layout, consider how much text and how many pictures you want to include. You are required to add at least one picture per page.
18. Drag your images to the desired pages. You may crop, rotate, etc. on the tool bar which appears after inputting picture.
19. To add text, click in the type box and type. You can control color, font, etc by using the toolbar which appears when typing. If you need to add additional text boxes, click on the “Layout,” then “Add Text Item.”
20. Select a background for each page by clicking on the “Backgrounds” tab in the upper left. You may use the same background throughout if you like.
21. To embellish your pages, click on **“**Stickers.” Drag the selected stickers to the desired location on the page. Stickers can be resized using the corner arrows.
22. You may click **“**Save**”** at the top, although your work is automatically saved for you.
23. Click “Preview” (upper right) when you have finished. Flip from page to page by clicking on the top corners. Make changes if needed.
24. Your Mixbook will be saved to your account. If you wish to continue editing your Mixbook, simply log in once again, and click on the “Edit” button for your book.